



## **TERMS OF REFERENCE**

### **A Facilitator/Trainer for Forum Theatre Performance in three primary schools in Macedonia**

#### **Duration of Assignment:**

1 expert \* 30 working days (preferred start on 15<sup>th</sup> of October 2018);

#### **Purpose of the consultancy:**

The purpose of this activity is to be organized and presented three different Forum Theatre performances for the prevention of violence among pupils. There should be organized Forum Theatre Shows in three primary schools in Macedonia where the pupils will be the main actors in the theatre show.

Before the Forum theatre performance, nine preparatory workshops will be held in each of the schools, when the children be trained about the meaning of the Forum Theatre, how they have to performance and other things. It is planned to directly involve 90 children in total or 30 children from each school. Pupils/ actors will participate in preparatory workshops that will support them in the overall activity. The purpose of this activity involves promotion of positive approaches on identifying and addressing bullying and school violence. The children would have an active role in the creation of the activities for combating against all types of violence especially the school violence and bullying.

The children and the forum theatre facilitator will jointly agree about the topics they will present to the audience. After defining the topics, supported by the facilitator, the children will prepare the forum theatre and will perform in the school in front of children, teachers, school management, parents and their classmates. During the performance, tips for identifying and preventing child abuse, related to signs of peer violence/ bullying should be sent as messages.

The Forum theatre performances should be presented in front of the audience on 19th and 20th of November 2018 by marking of two important international days, 19 November - World Day for the Prevention of Child Abuse and 20 November Universal Children's Day.

**Proposed venue:** Skopje, Debar and Vinica (the primary schools are located in Skopje, Debar and Vinica)

**Dates of assignment:** from 15.10.2018 to 30.11.2018

### **Expert requirements:**

- Nine workshops/meetings in each of the three schools (27 in total)
- Three Forum Theatre Performances in three different schools (one per school)

The proposed fee (total gross amount) is to include a breakdown of all the other incurred costs (preparation; travel costs, workshop visits and meetings with the schools and project team of Megjashi and reports writing) through an Offer for services. Travel costs for workshops/meetings in the schools should be covered by the expert.

The incurred taxes will be deducted from the total gross amount, as per the governing laws. Personal documents will be required from the selected candidate in order to complete the Contract and payment.

The language of delivering the materials is Macedonian and English. The Final report should be delivered in English as well as in Macedonian.

### **The expert will be responsible for:**

- Become familiar with the actual condition in the schools about violence
- To do 9 preparatory workshops/meetings in each of the three schools, or 27 meetings/workshops in total for purpose preparation for the Forum theatre. The workshops will be done in Macedonian language.
- To do one Forum Theatre Performance in each of the three schools, or 3 in total.
- To be in constant communication with the project coordinator
- Deliver documents and other deliverables on a timely manner
- After the completion of the assignment should provide a Final narrative report about the engagement.

### **Key deliverables**

- Three Forum Theatre Performance in three different school (one per school)

### **Duration and timeframe**

The contract of the assignment should be for 1 (one) expert for 30 (thirty) working days in total within the timeframe of 2, 5 month, preferable throughout the period starting from 15.10.2018.

### **Qualifications and competences of experts**

- Advanced degree in psychology, pedagogy, social sciences or related discipline
- A minimum of three (3) years' experience in working with children with special focus on children rights and violence prevention

- A minimum of three (3) years' experience in doing Forum Theatres in relation to children's rights
- Excellent analytical, oral and written communication skills
- Strong facilitation skills and ability to lead a plenary and document simultaneous
- Strong interpersonal skills and the ability to communicate and work well with diverse people.

### **Application procedure**

Applications must be sent in English and entail the following:

- Expression of Interest and availability;
- CV should be presented;
- Two references from similar assignments
- Expected remuneration, in the form of gross fee per day

Expression of Interest clearly marked "Expression of Interest for Facilitator/Trainer for Forum Theatre" can be submitted electronically at the following email: [freelegalservice@childresembassy.org.mk](mailto:freelegalservice@childresembassy.org.mk) . The expression of interest should be received no later than 10.10.2018.